

Board Meeting Minutes December 17, 2012

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met beginning at 5:00 p.m. in the middle/high school media center to interview three candidates for the two-year term school board member vacancy beginning January 1, 2013.

The regular school board meeting agenda was called to order by Vice Chair Kelley McGraw at 7:05 p.m. The school board members present were John Klug, Scott Longhorn, Melissa Marschall, Kelley McGraw, Jean Meyer, and Spencer Yohe. Also present were Superintendent Ben Barton, Paul DeMorett, Nancy Runningen, Barb Meyer, Karen Schiltz, Emily Bialkowski, Janelle Field Rohrer, Jared Barnes, Brad Harguth, Amanda King, and Kim Hillberg from Larson Allen, LLP. Absent was Director Michelle Werner.

The Pledge of Allegiance was said. Following that Vice Chair McGraw requested a moment of silence for the victims of Connecticut.

APPROVAL OF AGENDA

Moved by Scott Longhorn, seconded by Jean Meyer to approve the agenda as presented. Motion carried by a unanimous vote.

BOARD SHOWCASE

Kim Hillberg from Larson Allen, LLP presented to the board the school audit report.

Moved by Scott Longhorn, seconded by Spencer Yohe to accept the school audit report as presented from Larson Allen, LLP. Motion carried by a unanimous vote.

WARRIOR PRIDE

The board recognized the following individuals: Congratulations to Scott Koepke for being selected 2012 Winona Daily News Volleyball Coach of the year. Congratulations to Spencer Yohe for receiving the MSBA Director's Award for 2012-2013 for completing 100 or more hours of attendance at MSBA and NSBA sponsored meetings and activities within a four-year period of time. Congratulations to Brent Schroeder for being selected 2012 Winona Daily News Football Coach of the year. Recognized Kim Torgeson for her positive representation of the school district being a leader in the Minnesota Council for Exceptional Children. Recognized Alison Goergen for her contributions to the Minnesota Council for Exceptional Children State Newsletter.

APPROVAL OF PAST MEETING MINUTES

Moved by Scott Longhorn, seconded by Jean Meyer to approve the minutes of the November 19, 2012, regular school board meeting. Motion carried by a unanimous vote.

TREASURER'S REPORT & AUTHORIZATION OF ACCOUNTS PAYABLE

Moved by Spencer Yohe, seconded by John Klug to approve the electronic transfers and bills due and payable amounting to \$422,127.27 including check numbers 55037 through 55151 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$500,000.00. Motion carried by a unanimous vote.

TRUTH IN TAXATION HEARING TO DISCUSS THE 2013 BUDGET AND LEVY

There were no visitors present to discuss any questions or concerns to the Board in regard to the truth in taxation hearing for the 2013 budget and levy.

Moved by Scott Longhorn, seconded by John Klug to adopt the final levy certification for 2013 in the amount of \$2,488,993.44. Motion carried by a unanimous vote.

PERSONNEL ITEMS

Resignations

Moved by Scott Longhorn, seconded by Jean Meyer to accept the resignation of Erin Becker as the School Age Care (SAC) Supervisor effective December 31, 2012, with thanks for her services to the school district in this position. Motion carried by a unanimous vote.

New Hires

Moved by Scott Longhorn, seconded by John Klug to ratify the contract for Meghan VonArx as the School Age Care (SAC) Supervisor beginning January 2, 2013, at IX/P at \$11.51 per hour. Motion carried by a unanimous vote.

Moved by Spencer Yohe, seconded by Scott Longhorn to ratify the contract for Eddie Hodges as the assistant boys' and girls' track coach beginning the 2012-2013 school year at II/0 at \$1,879.32. Motion carried by a unanimous vote.

Appointment of New School Board Member

Moved by Scott Longhorn, seconded by Spencer Yohe to appoint Amanda King as the new school board member effective January 1, 2013, to fill the two-year term vacancy. Motion carried by a unanimous vote.

Approval of Seniority Lists

Moved by Scott Longhorn, seconded by John Klug to adopt the teacher seniority list and the support staff seniority list as presented. Motion carried by a unanimous vote.

Approval of the Technology Coordinator Contract

Moved by Jean Meyer, seconded by John Klug to ratify the Technology Coordinator contract for the 2012-2013 school year with Eric Jerviss in the amount of \$47,705.00 (1.5% salary increase). Motion carried by a unanimous vote.

Approval of the Cook Manager Contract

Moved by Scott Longhorn, seconded by Spencer Yohe to ratify the Cook Manager contract for the 2011-2103 school years with Rita McCormick in the amount of \$14,868.00 for the 2011-2012 school year (no salary increase) and \$15,094.56 for the 2012-2013 school year (1.5% salary increase). Motion carried by a unanimous vote.

Approval of the Head Custodian/Maintenance Director Contract

Moved by John Klug, seconded by Spencer Yohe to ratify the Head Custodian/Maintenance Director contract for the 2012-2013 school year with Blaine Moe in the amount for \$44,660.00 (1.5% salary increase). Motion carried by a unanimous vote.

Approval of the Community Education Director Contract

Moved by Spencer Yohe, seconded by John Klug to ratify the Community Education Director contract for the 2011-2013 school years with Nancy Runnigen in the amount of \$57,598.11 for the 2011-2012 school year (no salary increase) and \$58,462.08 for the 2012-2013 school year (1.5% salary increase). Motion carried by a unanimous vote.

Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Thereof

Member Scott Longhorn introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE

WHEREAS, there has been a reduction in student enrollment, and,

WHEREAS, this decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 299 as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions and as a result of a reduction in enrollment make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Jean Meyer and upon vote being taken thereon, the following voted in favor thereof: John Klug, Scott Longhorn, Melissa Marschall, Kelley McGraw, Jean Meyer, and Spencer Yohe. Director Michelle Werner was absent. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

ACTION ITEMS

Code of Ethics Policy #209

Moved by Jean Meyer, seconded by Scott Longhorn to adopt the Code of Ethics Policy #209 as presented. Motion carried by a unanimous vote.

2013-2014 School Calendar

Moved by Jean Meyer, seconded by John Klug to approve the 2013-2014 school calendar as presented. Motion carried by a unanimous vote.

Set January Organizational Meeting

Moved by Scott Longhorn, seconded by Jean Meyer to hold an organizational school board meeting on Thursday, January 3, 2013, at 7:00 p.m. in the middle/high school media center. Motion carried by a unanimous vote.

Music Trip to Chicago

Moved by Scott Longhorn, seconded by Jean Meyer to table the action to be taken on the music trip to Chicago due to Mr. Martin's absence from school today. Motion carried by a unanimous vote.

ADMINISTRATIVE REPORTS

Mr. DeMorett informed the board that he is working on a registration action plan and will be presenting this to the board with the hope that in March the process will be complete for students. He is working on an action plan for the middle/high school bullying plan and will be emailing a copy of this plan to the board. He is working on completing the observations for all the licensed staff in the middle/high school building.

Mrs. Runnigen is working on the Winter/Spring Community Ed brochure. The Community Ed Advisory Council met on November 27th. The SAC program continues to take registrations. She is working with the ECFE staff for winter/spring programming. She updated the board with regard to testing and Title. She is working with the Wellness Committee on a grant to submit to the Southeast Service Cooperative and is planning for the administration of the 2013 Minnesota Student Survey.

Mr. Barton informed the board that as a school we need to provide a safe place for learning. The school district has procedures in place, and we can always improve upon those procedures to focus on safe schools. He continues to work with the Q-comp Committee and appreciates their hard work and effort in this process.

NEW BUSINESS ITEMS

School Policies

The board held the first reading of the following policies with the adoption to take place at the January regular school board meeting:

- Student Discipline Policy #506

Strategic Planning

Mr. Barton shared with the board his thoughts and process he would like to see with regard to the Strategic Planning. The first meeting will be held on Monday, January 7, 2013, from 6:00 p.m. until 8:00 p.m. in the middle/high school media center.

Remaining 2011-2012 One-Day Bond Funds

Mr. Barton shared with the board that there is approximately \$150,000 remaining from the 2011-2012 one-day bond money that has not been designated. It was the consensus of the board that administration reviews the list that was previously created, prioritize those items and bring that information back to the board for their review.

DIRECTORS' REPORTS

Director Yohe updated the board with regard to the Athletic Committee and thanked Mr. Klug for serving on this committee that past couple of years. Mr. Yohe informed the board that the La Crescent School District is exploring the option to come to the Three Rivers Conference and Plainview-Elgin-Millville is exploring the option to go to Hiawatha Valley League Conference.

Director Klug updated the board with regard to the Building and Grounds Committee meeting. A representative from Quails Forever shared his ideas with regard to creating a habitat for quails bordering part of the middle/high school property.

Director Marschall informed the board that the Curriculum Committee will be meeting on Tuesday.

Director McGraw thanked the members that are serving on the Q-comp Committee for their willingness and hard work, as it is a true reflection on the dedicated staff and administration we have working for our school district.

Directors John Klug and Scott Longhorn were thanked for their service and dedication they have given to the community, staff and students in their role as serving on the ISD #299 Board of Education.

ADJOURNMENT

Moved by Scott Longhorn, seconded by John Klug to adjourn the meeting at 8:24 p.m. Motion carried by a unanimous vote.

Jean Meyer, Clerk